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Ref.: RT 3/3: AP 067/19 (RSO)

12 July 2019

**Subject:** FPP Procedure Design Seminar:  
Flight Procedure Design and Application  
Under the Challenges  
(Singapore, 17- 19 September 2019)

**Action required:** Please respond for meeting registration by **30<sup>th</sup> August 2019**

Sir/Madam,

I wish to inform you that the ICAO Asia-Pacific Flight Procedure Programme (FPP) will conduct a Procedure Design Seminar from 17 to 19 September 2019. The objective of the seminar is to provide States/Administration assistance to enhance the communication and understanding for design and application of PBN among the flight procedure designer, regulator and ATM manager and other relevant entities. The seminar will be conducted at Crowne Plaza Hotel located in Singapore. To provide the best seminar environment, registration for this seminar is limited to fifty participants.

States/Administrations are cordially invited to nominate two to three participants for attendance at the Procedure Design Seminar. Priority for this seminar will be accorded to the nominees from Active Participating States and User States of the FPP, respectively. There will be no charge for the seminar for FPP Member States; however, your Administration is expected to fund the travel, hotel accommodation and living expenses for your nominees.

I would kindly request that States/Administrations nominate participant(s) by registering for the seminar **no later than 30<sup>th</sup> August 2019**.

Enclosed herewith are the agenda of PD seminar (Attachment A, the agenda is tentative and subject to changes nearer to the Seminar) and the Registration Form (Attachment B). Kindly complete the attached Registration Form and submit it to the ICAO APAC FPP at email: [APAC-FPP@icao.int](mailto:APAC-FPP@icao.int), tel. +86 (10) 64557162, fax +86 (10) 64557164.

Accept, Sir/Madam, the assurances of my highest consideration.

Yours sincerely,



Arun Mishra  
Regional Director

**Enclosures:**

- Attachment A - Agenda of PD Seminar
- Attachment B - Registration Form

*Note: the nominee is medically fit and in possession of medical insurance coverage for any sickness or medical emergency that may arise during the above seminar activity.*